MBA Recommendation Letter From Employer

**[Your Name]  
[Your Title]  
[Company Name]  
[Company Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]**

**Admissions Committee  
[University Name]  
[School Address]  
[City, State, ZIP Code]**

**Dear Members of the Admissions Committee,**

**I am delighted to recommend [Candidate’s Name] for admission into your MBA program. I have had the privilege of being [Candidate’s Name]’s employer for the past five years at [Company Name], where [he/she/they] has consistently proven to be an invaluable asset to our team.**

**In [his/her/their] role as [Position], [Candidate’s Name] has demonstrated outstanding leadership and initiative. [He/She/They] played a crucial role in restructuring our department, leading to a 30% improvement in operational efficiency. [Candidate’s Name]’s strategic thinking and ability to motivate team members have been critical in driving these successful changes.**

**Pursuing an MBA is the next logical step for [Candidate’s Name] as [he/she/they] seeks to expand [his/her/their] knowledge in business strategy and leadership. I am confident that [he/she/they] will excel in your program, just as [he/she/they] has excelled at [Company Name].**

**I highly recommend [Candidate’s Name] for your MBA program and believe that [he/she/they] will be a valuable addition to your academic community. Please do not hesitate to contact me for any further information.**

**Sincerely,  
[Your Name]  
[Your Title]  
[Company Name]**